

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 10
JANUARY 13, 2016 – WORK SESSION**

**Assessor
Summary Minutes**

Work Session was held between the County Commissioners and the Assessor on Wednesday, January 13, 2016, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Present: **Mary Engle, Assessor, Wanda Grone, Treasurer, Amy Witt**

Others Present: **Elaine Marlow, Budget Director**

Record @ 00:05

Subject/Description: SSB5276

Attachment: Senate Bill Report, PowerPoint

Discussion: Mary Engle, Assessor & Wanda Grone, Treasurer briefed the Board on SSB 5276, which concerns refunds of property taxes paid as a result of manifest errors in descriptions of property, and the financial impacts to Island County and its Junior Taxing Districts. SSB 5276 authorizes the county legislative authority to approve a property tax refund on a claim filed more than three years after the due date of the payment sought to be refunded.

Washington Counties have taken various actions on SSB 5276:

- Passed resolution limiting refunds to current + 3 prior years
- Passed resolution limiting refunds to current + 5 prior years
- No resolution, decision made on a case by case decision

Follow up: The Board recommended limiting refunds to current +3 prior years. Commissioner Hannold will work with the Prosecuting Attorney's office to bring forward a resolution for consideration.

**Island County Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Treasurer on Wednesday, January 13, 2016, at 9:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Present: **Wanda Grone, Treasurer**

Others Present: **Elaine Marlow, Budget Director**

Record @ 17:48

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 11
JANUARY 13, 2016 – WORK SESSION**

Subject/Description: Proposed cancellation of uncollectible personal property taxes

Attachment: resolution, property account list, affidavit of Treasurer

Action Requested: Approval to move forward with resolution in the matter of cancellation of uncollectible personal property taxes as of February 2016.

Follow up: Okay with full Board to move resolution forward to a Tuesday consent agenda.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, January 13, 2016 at 9:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Bruce Rohm

Others Present: Elaine Marlow, Budget Director

Record @ 20:59

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Clerk

- Deputy Clerk 1, new position, C-6 #007/16
Commissioner Johnson moved to approve Job Requisition 007/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Superior Court

- Jury Manager, replacement, NR-8 #008/16
Commissioner Johnson moved to approve Job Requisition 008/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.
- Secretary/Admin Assistant, .625 FTE, C-8 #009/16
Commissioner Johnson moved to approve Job Requisition 009/16. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Subject/Description: Personnel Policies & Procedures Manual revision

Attachment:

Action Requested: Postponed.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 12
JANUARY 13, 2016 – WORK SESSION**

**Budget Director/GSA
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, January 13, 2016, at 9:30 a.m. in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair **Staff:** Pam Dill
Jill Johnson, Member
Helen Price Johnson, Member

Staff Present: Elaine Marlow, Budget Director

Record @ 28:55

Subject/Description: 2016 Conservation Futures Cash Projections

Attachments: Memo dated 1/8/16 from Don Mason, to Elaine Marlow

Information: Elaine Marlow reported that GSA has updated the CFF cash projections for 2016 and beyond. \$801,324.00 in revenue is projected for 2016 for a total of approximately \$1,616,583.00. If all CFF commitments are completed in 2016 the total would amount to \$1,617,890.00 leaving no funding available for new 2016 projects. GSA recommends that the CFF application process be temporarily suspended.

Follow up: The Board requested GSA manage the timeline and cash flow in order to put out a call for M & O applications in 2016.

Subject/Description: Amendment #2 with Universal Protection Services for entrance security services

Attachments: yes

Action Requested: Approval of Amendment #2 to contract for provision of entrance security services; amendment replaces Olympic Security Services Inc. with Universal Protection Services; Term: upon execution through 12/31/17.

Follow-up: Okay with full Board to move forward to a Tuesday consent agenda.

**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, January 13, 2016 at 9:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair **Staff:** Pam Dill
Jill Johnson, Member
Helen Price Johnson, Member

Staff Present: Wylie Farr, Lt. Bingham

Others Present: Elaine Marlow, Budget Director

Record @ 39:45

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 13
JANUARY 13, 2016 – WORK SESSION**

Subject/Description: Interlocal Cooperative Agreement-Northwest Minichain with Whatcom County

Attachment: yes

Action Requested: Approval of Cooperative Agreement with Northwest Minichain – Whatcom County to provide for transportation of prisoners for Island County along the I-5 corridor; Term: 1/1/16 – 12/31/16; Amount: \$24,115.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

**Superior/Juvenile & Family Court Services
Summary Minutes**

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, January 13, 2016, at 9:40 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:	Richard M. Hannold, Chair	Staff: Pam Dill
	Jill Johnson, Member	
	Helen Price Johnson, Member	

Staff Present: Andrew Somers, Court Administrator, Jackie Henderson, Human Services Director

Others Present: Elaine Marlow, Budget Director

Record @ 45:04

Subject/Description: 1/10th Treatment Sale Tax Charter

Attachment: charter

Discussion: Andrew Somers reviewed the priorities, duties & membership of the Treatment Sales Tax Allocations Advisory Committee.

The following changes were made to the charter:

Under membership:

- #2 - specifically designate the Assessment & Health Community Director, rather than CHAB representative
- #8 – replace “Representative from the Law & Justice Council” with “Representative from the Prosecuting Attorney’s office”

Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, January 13, 2016, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff Present: **Jackie Henderson, Director**

Record @ 58:03

Subject/Description: **Request for Exemption from the Competitive Solicitation process**

Attachment: yes

Action Requested: Approval of waiver exception to the RFP process for the 2016 Senior Services of Island County contract.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Subject/Description: Professional Service Agreement

Attachment: agreement

Action Requested: Approval of Professional Service Agreement between NSMHA and Island County to provide planning services for transition to the Behavioral Health Organization; Terms: 10/1/15 – 12/31/16; Amount: not to exceed \$80,000.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

WSU / Extension Services
Summary Minutes

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, January 13, 2016, at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Richard Hannold, Member
 Jill Johnson, Member

Staff: Pam Dill

Staff Present: Tim Lawrence, Director

Others Present: Elaine Marlow, Budget Director

Record @ 01:12:19

Subject/Description: Interdepartmental Reimbursement Agreement

Attachment: agreement

Action Requested: Approval of Interdepartmental Reimbursement Agreement between Island County GSA and WSU Extension, Island County Noxious Weed Control board utilizing Conservation Future Fund for the 2015 Iverson Preserve Noxious Weed Management Project; Amount: \$37,886.00; Term: 1/1/16-12/31/17

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Subject/Description: Surplus Resolution

Attachment: draft resolution

Action Requested: Approval of resolution to surplus county property; three low power field microscopes.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 15
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Follow up: Okay with full Board to move resolution forward to a Tuesday agenda.

Subject/Description: Update on WSU Extension Island County

Attachment:

Information: Tim Lawrence updated the Board on the following:

- WSU is requesting \$832,000.00 in 2016-17 to add a food systems program with four agriculture degrees to the existing fleet of academic offerings found at the Everett University Center.
- Pollination and Pollinator Protection
- Small farms program
- 4-H Program

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, January 13, 2016, at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: **Bill Oakes, Director**

Others Present: Elaine Marlow, Budget Director, Greg Banks, Prosecuting Attorney, Dan Mitchell, Chief Civil Deputy Prosecutor

Record @ 01:28:44

Public Works

Subject/Description: Wonn Rd. Litigation

Attachment: yes

Discussion: Dan Mitchell, Chief Civil Deputy Prosecutor, provided the Board with background on the dispute. Greg Banks, Prosecuting Attorney, reviewed the terms of the proposed Settlement and Release Agreement with the Board.

Commissioner Price Johnson requested the Board go into Executive Session to discuss the Island Beach Access (IBA) Legal White Paper with IBA's attorney. Commissioner Johnson and Commissioner Hannold were not in favor of including IBA's attorney.

EXECUTIVE SESSION ANNOUNCED

Commissioner Hannold announced the Board would recess and immediately meet in Executive Session at 11:30 a.m. as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation. The Executive Session is expected to last approximately 15 minutes with no announcement anticipated.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 16
JANUARY 13, 2016 – WORK SESSION**

At 11:45 a.m. the Board reconvened in regular session.

Commissioner Johnson and Commissioner Hannold were in favor of moving the settlement agreement forward to the Board's January 26 meeting, and Commissioner Price Johnson opposed.

Follow up: Move settlement agreement forward to the Board's January 26, 2016 regular agenda. Greg Banks will draft a resolution to go along with the settlement agreement incorporating the characteristics a future Board should consider in accepting any proposed comparable public beach access site.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Richard M. Hannold, Member

Jill Johnson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board